

	<p>ALTER-Net & EKLIPSE Scientific Committee Remote Meeting IV</p> <p>20 February 2019</p>
<p>Contact</p>	<p>tscottkulfan@gmail.com</p>
<p>Attendance</p>	<p>Gyorgyi Bela (GB) Ute Jacob (UJ) Marcel Kok (MK) Ana Lilebo (AL) Janine van Vessen (JVV) Marie Vandewalle (MV) Liisa Varumo (LV) Jorge Ventocilla (JV) Juliette Young (JY)</p>
<p>Minutes</p>	<p>Tyler Kulfan (Alter-Net Secretariat); tscottkulfan@gmail.com</p>

Introduction

The fourth remote meeting of the ALTER-Net & EKLIPSE Scientific Committee commenced via video chat at 9:30 am on 20 February 2019. JVV welcomed all those present. A brief summary of past and ongoing progress was reviewed and the agenda for the current meeting was presented.

Agenda

The agenda was distributed prior to the committee meeting. The following items for discussion were included on the agenda:

1. Call for sessions and distribution of call
2. Conference leaflet
3. Division of tasks: conference themes
4. Division of tasks: workshops/sessions within designated themes
5. Division of tasks: abstracts received.
6. Any other business

Call for Sessions

JVV composed a call for proposals (including proposals for session subjects, presentations, and posters) which was edited and distributed by TK via the ALTER-Net Council, mailing list, website, and social media channels. A copy of the call document was additionally sent to all members of the Scientific Committee; the Scientific Committee was requested by JVJ to distribute the call as widely as possible.

Leaflet

JVV and TK will prepare a conference leaflet in the upcoming week. This leaflet will include more information (both general and detailed) about the conference.

JVV asked the committee for specific ideas for the leaflet. MK requested distribution through the IISD List. An IISD link will be sent to TK and it was requested that he promotes the conference through this channel.

Division of Tasks: Conference Themes

Sessions and workshops will be organized under four overarching themes.

Jiska Van Dijk (not present) has announced that she will work on the New Relationships session theme text and will send it to the other leaders of this theme and to the other teams. JV has worked on the text for his theme already. UJ noted that she has not yet begun work on her theme (Theme 1) but is beginning promptly. Philip Roche and Allan Watt (not present) are in the beginning stage of planning and drafting Theme 2. GB requested the contact information of the other members of her theme group, including JV and MK.

It was noted by AL that CESAM could offer marine contributions to Theme 1. She proposed joining the work of this group (noting that work has already commenced). JVJ is supportive of this proposal. Alternatively, AL stated that participation in Theme 2 would also be fitting and will contact Sonja Jaehnig (who is in Theme 2 group). JVJ will add AL to Theme Leaders in the program. JV suggested conferring with all respective group leaders and deciding where marine contributions would best fit.

JVV requested that TK edit session text as updates occur.

Division of Tasks: Sessions and Workshops

The deadline for establishing workshops and sessions is end of March. Jiska Van Dijk had previously suggested that waiting until after March to establish workshops and sessions could leave the Scientific Committee highly pressed for time. She recommended that workshops and sessions be established in the next few weeks using the input already received (i.e. from policy side). This would allow for more flexibility for those in charge of overseeing the themes. MK noted that the content of workshops will be dependent upon the proposal submissions.

Jiska additionally requested an update on the engagement of the policy side (including EKLIPSE). MV stated that the internal call within EKLIPSE will be resolved on the same or next day, with JY in agreement that EKLIPSE is very much on track.

MV had a meeting on the day prior concerning the call for movement; she expects a call to be published on Friday (22 February). This call for movement text summarizes activities and events EKLIPSE and ALTER-Net are holding together, including the June conference and key messages collection. On Friday, key messages will be promoted formally and disseminated on the EKLIPSE website. To date, the results from participants in the Horizon Scanning Workshop have provided high-quality feedback. The associated instruction and survey were adjusted and are ready to be distributed on Friday.

Division of Tasks: Received Abstracts

Each type of proposal requested is to include an abstract. JVV inquired how tasks related to the processing of these abstracts would be organized and asked if there is anyone (with appropriate expertise) who would be interested in assessing the abstracts.

The first step of processing will be to check if submissions fit within the conference and if the content is valuable. It can then be determined if the submission fits appropriately under a particular theme. The specific themes and sessions can then be organized accordingly. GB suggested setting up a group to assess abstract quality; the second stage of processing can be done by the designated theme groups. JY suggested that a request can be sent for additional experts to assist in processing if a high quantity of submissions is received.

JVV will briefly scan submissions to determine if they fit within the general conference theme. Submissions will then be sent to an editorial group represented by each theme, which can assess and process these submissions. Alternatively, it was suggested that a designated team could receive and process all abstracts.

JVV questioned who will manage the editing of abstracts, with TK or the above-mentioned designated processing team noted as potential options.

Any Other Business

One hour has been set aside (17:00-18:00) on the final day of the conference for proposed ALTER-Net activities, such as exchange of interest, COST action proposals, etc. Jiska Van Dijk has suggested that more than one hour (final day, between 5pm-6pm) is needed following the conference for proposed ALTER-Net activities. It was also noted that at previous conferences, final panel debates included high profile Commission members who often proposed having a social drink afterwards. Jiska questioned if there is enough time for events and suggested that an inventory should be made concerning conference organization with activities spread throughout available days.

Agenda rearrangement options were broadly discussed. JVV noted that the conclusions workshop on the final day of the conference could be moved from 14:00-15:00 to the parallel workshop slot in the morning to free up time. The first priority prior to rearrangement decisions will be to determine what will actually be included in the extra session. MV noted that the content of the ALTER-Net/EKLIPSE meeting session on the final day has not yet been determined. MV requested rearrangement of the societal engagement and the Key Message sessions so that they are back-to-back rather than parallel. Further discussion is needed regarding sessions relevant to EKLIPSE; this will be discussed today by MV.

MK suggested the production of a 1-page review on status of biodiversity strategy development process and how science can contribute. JY agrees, saying that this would be a great opportunity to get the Commission and policy officials involved. JV will look into the planning of this initiative and have an informal chat with the Commission individual on this subject. JY will also contribute.

JV suggested further discussion of budget. JVV notes that the registration fee has been increased compared to the previous conference. Dinner has been cancelled to prevent additional costs.

Conclusion

The next meeting of the Scientific Committee will be organized via Doodle. JY suggested that the next meeting be held soon to check about abstract receipt,

evolution of program, etc and return to the questions that were raised during the present meeting. The next meeting will be held in the timeframe of the next two to three weeks.

The meeting concluded at 11:30 am.